

Posted Job Openings 4/13/2016

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Housekeeping

Suitekeeper - Responsible for overall cleanliness of assigned rooms/suites. Reports maintenance deficiencies. Provides friendly guest service, follows up on guest needs.

Lobby Attendant - Maintains cleanliness of public areas ie, lobby, elevators, public restrooms, offices, pool and hallways. Cleans, maintains and supplies other areas of the hotel as requested. Provides guest service. May be assigned other tasks at the discretion of management.

Houseperson - Supplies room attendants with items needed to clean the rooms, maintains inventory. General cleans the floors i.e., hallways, elevators, windows. Assigned projects inside guests rooms. May be assigned other tasks at the discretion of management

Food & Beverage

Part-Time Busperson-Breakfast - Setup and break down of breakfast operation including cleanup and food prep. Clear tables, stock all food stations and assists guests to ensure total guest satisfaction. Maintains food stations. May be assigned other tasks at the discretion of management

Bartender - Serves beverages and food to guests in friendly, courteous manner resulting in guest satisfaction. Prepares beverages for other servers to supply to guests, acts as cashier for the lounge. Maintains proper setup of the bar including stock of all liquors. Maintains stock, fruit condiments.

Cook - Responsible for maintaining, setting up and producing food and controlling quality of all food items. Prepares all food items according to standard recipes and as specified on guest check to ensure for consistency of product. Maintains and cleans work area

Front Desk

Front Desk Clerk - Greets and registers guests, checks out guests, providing prompt and courteous service. Resolves guest challenges throughout their stay, upgrades as required. Promotes hotel services, amenities and upsells products to the guests.

Supervisor-Front Desk- Provide guidance and leadership as the Front Office Supervisor and ensure consistent quality of customer service is provided to all guests in accordance with Hilton standards.